

# Family Development and Self-Sufficiency (FaDSS) Council

## Draft Minutes

March 24, 2016

## Teleconference Call

Polk County River Place – Family Resource Center – 2309 Euclid Avenue – Des Moines, Iowa

### *Mission:*

*Improve the lives of families at risk of long-term welfare dependency or family instability by creating opportunities for self-sufficiency.*

<b>Council Members Present:</b>	<b>Council Members Absent:</b>
Zebulon Beilke–McCallum – Domestic Violence Representative – <b>Chairperson – In Person</b>	Rachael Scott – Business Representative
Janet Melby – Iowa State University – Vice Chairperson	Stephanie Stebens – Citizen Member
Shawna Johansen – Business Representative	Michael Fleming – University of Northern Iowa
Stephanie Stebens – Citizen Member	Tom Rendon – Iowa Department of Education
Heidi Wicks for Lori Adams – IA Workforce Dev.	
Bill Brand – Iowa Department of Human Rights	<b>Ex-Officio Members Absent:</b>
PJ West – Iowa Dept. of Public Health	Senator Mark Costello
Kelly Trave – Citizen Member – <b>In Person</b>	Senator Mary Jo Wilhelm
Angela Madison – IA Dept. of Human Services For Tiffany Vasey – <b>In Person</b>	Representative John Wills
Billie Marchik – University of Iowa	Representative Marti Anderson
Shawna Johansen – Business Representative	
<b>FaDSS Council Staff Present: In Person</b>	
Kelly Davydov - Iowa Department of Human Rights	
Tim Fitzpatrick – Iowa Department of Human Rights	
Lorie Easter – Iowa Department of Human Rights	
Marcia Thompson – Iowa Department of Human Rights	
<b>Other Present</b>	
Mindy Clayton – Mid Iowa Community Action	Amber Mercil – Four Oaks
Kristie Davidson - MATURA	Danielle Peterson – Four Oaks
Vickie Sible – Community Action of Eastern Iowa	Wendy Martinez – North Iowa Community Action - <b>In Person</b>
Brenda Fry – South Central Iowa Community Action Program	Becky Falck – Sieda Community Action
Julie Weber Davis – Four Oaks	Doug Stodgel – Polk County – <b>In Person</b>
Courtney Johnson – Lutheran Services of Iowa	Deb Shubat – Sieda Community Action
Mindy Dolan – Operation Threshold	Alisa Schlieff – Upper Des Moines Opportunity

### 1. Introductions – Chairperson

- Meeting was called to order at 11:00 by Mr. Beilke-McCallum.
- Quorum was established.
- New Council Member to replace Iowa Dept. of Public Health to representative is PJ West.

### 2. Approval of the Agenda – Chairperson

#### **MOTION:**

Mr. Brand moved that the agenda be approved.

Ms. Melby seconded the motion.

There was no discussion.

#### **VOTE:**

All Council members voted aye. The agenda was approved.

### 3. Approval of November 19, 2015, Council Minutes – Chairperson

**MOTION:**

Ms. Wicks moved that the November 19, 2015, minutes be approved as submitted.

Ms. Madison seconded the motion.

There was no discussion.

**VOTE:**

All Council members present voted aye. The minutes of March 26, 2015, were approved.

**4. Council Representative's Updates – Chairperson**

- Ms. Wicks stated that IWD has posted an RFP for the redesign of the PROMISE JOBS Service Delivery areas. Currently there are seven territory model set-up. They will be aligning it with the WIOA borders and going to a regional district model ending up with four PROMISE JOBS sub-contracts as a result rather than having the six that they currently have. She feels the reorganization will have little or no impact or minimal on families since there is a lot of notice being given unlike the last realignment. Notices will go out in late May to the vendor or vendors giving a full month prior to implementation. The offices will remain the same; services will be provided in all of the one-stop-centers. Hopefully it will help to have more outreach and resources.
- Mr. Brand reviewed a policy that was recently issued through the Department of Public Health for the Maternal, Infant, Early Childhood Program (MIECHV). The policy sets forth expectations that providers of MIECHV will not dual enroll families in a MIECHV-funded home visitation program and another home visitation program, including FaDSS. The Division of Community Action Agencies (DCAA) has since raised concerns regarding the potential impact of this policy on families. DCAA has requested that IDPH/MIECHV revise the policy to differentiate between dual enrollment and duplication of services, thereby allowing continued dual enrollment with the FaDSS program. DCAA will update the FaDSS Council on progress towards resolution of this matter.

**5. IFDA Update – Wendy Martinez**

- The Southwest Region is hosting the 2016 IFDA Retreat which will be held in Osceola, Iowa on October 15 & 16, 2016.

**6. Committee Updates****Outcomes Committee – Tim Fitzpatrick**

Outcomes Committee was divided into three sub-groups; Self-Sufficiency Matrix, Outcomes and Screenings & Assessment.

Matrix – Tim Fitzpatrick

- The matrix was approved at the last Council Meeting, with suggestions to modify the matrix.
- A pilot was conducted to see how the matrix works between January and February, using 10 people piloted the new matrix on a handful of families.
- Feedback was positive – they liked the fact it will be implemented using the new web based system.
- Many clarifications were centered around wording, clarifying, domains, and questions on ratings.
- Will talk with developers about using a not applicable in the new system.
- People should be able to begin testing the new web-based system and matrix in the next month.

Overall Outcomes – Lorie Easter

- Working with Hornby Zeller Associates to get all outcomes and matrix information incorporated into the new web-based system
- Vendor presented to the FaDSS Coordinators Meeting on March 23, 2016.
- Testing of the system will be done in the next month or so, with trainings in early June and July.
- Outcomes will be more than just numbers at both the agency and state level to help with continuous program improvement.

Screenings/Assessments – Kelly Davydov

- Recommended changes have been made since the last Council meeting.
- The menu has been incorporated into the grant process. It was used by grantees to develop their local screening and assessment plans which they proposed in the grants that were due earlier this month. The Grant Review Committee is currently in the process of reviewing the proposed plans.
- This morning the assessment sub-group met to discuss potential changes to the FaDSS program standards and monitoring process as they relate to assessment and screening.

- We are considering pursuing a full year of technical assistance so grantees have time to get up to speed on the training. This will also allow DCAA time to assess how grantees demonstrate compliance with the revised standards and monitoring processes.

#### **Training Committee – Tim Fitzpatrick**

Training Committee met on 2/1/16 and discussed the professional development component in the FaDSS program, what the needs are, and what is available.

- The committee developed two different work groups one to look at a FaDSS specific model training that could be developed in addition to the Family Development Certification.
- Another piece was also looking at the requirement that personnel do ten hours of training each year based on FTE's relevant to their position. Should this be more focused on certain areas? What should it really look like?
- The second group will look at the Family Development Certification and the standards centered on that. The FaDSS Council approved a set of standards for the FaDSS certification that the University of Iowa has to following within their curriculum. In addition to actually looking at the standards for that certification they are going to also look at the curriculum currently presented by the U of I and make a comparison of where the standards are compared to what is currently in the curriculum. With the help of the curriculum provider develop a little bit of some way of looking at any changes needed to the standards or do we want to move the curriculum in another direction. .
- They will be meeting again on April 4, 2016. Work in this group will get going by early summer.

#### **DISCUSSION:**

- A cultural competencies component could stand a lot of strengthening and needs to be included
- Where could this training be received since there are limited resources in some areas?

#### **Capacity & Transition Retreat – Lorie Easter**

E-mailed FaDSS Capacity Policy on March 22, n2016

- A retreat was held, with FaDSS Coordinators this fall to explore capacity issues and length of FDSS transition. DCAA compiled next steps to be explored from the retreat. 1. How information regarding FIP numbers in the counties could be more accurate. Grantees use the list for recruitment and to assist with planning. 2. Conducting training with individual grantees and being more fluid with caseloads within grantee service area. 3. Exploring a grace period when there is staff turnover. It would take off some of the pressure when you are down staff and trying to hire. It also allows for some time for training the new staff member. 4. DCAA is still exploring options for length of transition time in the FaDSS program.
- Staff would like to get a committee (group) together to look at the capacity policy and then a potential of incorporating some type of grace period into the policy.

#### **DISCUSSION:**

- The current policy has not been reviewed for many years.
- Current policy does already give somewhat of a grace period for capacity.

#### **MOTION:**

Ms. Marchik moved that the Grant Review Committee look at the current FaDSS Capacity Policy to assist grantees in meeting their capacity targets and consider the options that came from the Capacity and Transition Retreat. .

Ms. Melby seconded the motion. There was no further discussion.

#### **VOTE:**

All Council Members participating voted aye. The Motion carried.

#### **7. Staff Updates – Lorie Easter**

- Family Support – Prevent Child Abuse Iowa Conference is April 25 - 27, 2016.
- Iowa Community Action Association Annual Training Conference is June 14- 16, 2016 in West Des Moines.
- Motivational Interviewing Training being hosted by the Head Start Association in April and May
- Lemonade for Life in Des Moines, April 8, 2016
- Trauma Informed Care Conference on June 6-8, 2016 in Des Moines

#### **8. Other Business**

- The Grant Review Committee is in the process of reviewing the 2016 FaDSS renewal applications.

- The committee will meet on April 13 and 14, 2016. Recommendations to the May FaDSS Council Meeting.

**9. Next Meeting**

- The next meeting will be held on May 19, 2016, at 11:00 a.m. at Polk County River Place, Room 1A, Des Moines, Iowa.

**10. Adjournment**

**MOTION:** Ms. Marchik moved that the meeting adjourn. Ms. Wicks seconded the motion. The meeting adjourned at approximately 12:03.

**Respectfully submitted,**

**Marcia Thompson**